



DEPARTMENT OF ADMINISTRATION

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ALL AGENCY MEMORANDUM #2009-35

December 3, 2009

TO: All Agencies

FROM: Andrew K. Clinger, Director
Department of Administration

SUBJECT: NEXT INTERIM FINANCE COMMITTEE MEETING

The Budget Division received notice today from the Legislative Counsel Bureau (LCB) that the next Interim Finance Committee (IFC) meeting has been scheduled for **January 28, 2010 at 9:00 a.m., in Carson City**; therefore, all items requiring IFC approval must be submitted to the Budget Division no later than **5:00 p.m. on Friday, December 11, 2009.**

It is important that you prepare and forward to the Budget Division work programs as they become necessary and not wait until a deadline is announced. Work programs that are submitted late will not be submitted to LCB's Fiscal Analysis Division without the Governor's approval.



Andrew K. Clinger